



## **ONE STOP OPERATIONS / WORKFIRST COLLABORATIVE COMMITTEE**

County of Middlesex- New Brunswick One Stop Career Center -Office of Workforce Development  
550 Jersey Avenue, New Brunswick, NJ 08901  
WIOA Conference Room B

### **Meeting Minutes**

**Thursday, March 31, 2015 – 1:30 PM**

**Attendees:** Mariana Beshai-Ascander, Phyllis Boulanger, Roseann Bucciarelli, Ingrid Coutinho, Eric Diamond, Janice Fishbein, Debbie Colon-Gakman, Sharon Hartman, Lin Poo, Shenal Pugh, Miriam Ruiz, Roni Salkin, Fajr Salaam, Alex Santiago, Linda Urbach, Jean Zwingli,

**Staff:** Kevin Kurdziel, Lori Miranda; Julie Piano (Chair), John Ross, Diane Seavers, Helina K. Wisniewski

#### **I. Welcome and Introductions/Approval of September 24, 2015 meeting Minutes**

Julie Piano called the meeting to order at 1:35 pm and welcomed members and guest to the first meeting of the collaborative for 2016. The minutes of the September 24, 2015 meeting was presented. John Ross made a motion for the approval of the minutes. Jean Zwingli seconded and the minutes was unanimously approved.

Mr. Kurdziel introduced and welcomed Mr. Poo Lin, new Manager for the New Brunswick NJ Department of Labor & Workforce Development. Mr. Lin replaced Mr. Manuel Biagas who got a promotion. Mr. Lin said that he has been employed thirteen (13) years with NJDOL, working between Jersey City and Newark.

#### **II. Workforce Innovation and Opportunity Act (WIOA) Update Kevin Kurdziel / Julie Piano**

##### **a) Combined State Plan**

- Mr. Kurdziel indicated that the Combined State Plan Draft will be submitted on Friday, April 1, 2016.
- Ms. Piano shared with the committee highlights shared by SETC of the Draft NJ Combined State Plan. The committee was encouraged to view the entire plan at : <http://www.njsetc.net/njsetc>  
The outline of the State's Plan's five (5) major strategic intents were shared,

namely: 1) Governance 2) Career Pathways 3) High Quality Employer-Driven Partnerships 4) Career Navigation & Job Seeker Services and 5) System Integrity.

One of the primary focus in Governance is Regional Collaboration among the local boards. New Jersey has three regional designations: North, Central, and South Region. Middlesex is part of the Central Region comprising of Middlesex, Mercer, Monmouth and Ocean counties. These same four local areas are already established collaborators from the Workforce Investment Act, formerly the “Quad Alliance”, henceforth called the Central Region under WIOA.

WIOA requires the establishment of career pathways systems, requiring collaboration of partners in providing and enabling NJ citizens ways to obtain “stackable credentials”, leading to “earning sustainable wages”.

There is emphasis in establishing “High Quality Employer-Driven Partnerships. The state has been leveraging resources towards this objective. Supportive towards this goal are the state’s industry-focused Talent Network. Corollary to this was the establishment of the three (3) Talent Development Centers.

Towards the goal of “Strengthening Career Navigation & Job Seeker Services”, NJ encourages and have funded additional networks- One-Stop Career Centers, Community Colleges, Libraries, Community and faith-based organizations.

NJ is also adopting additional performance measures in addition to those under the WIOA legislation.

**b) Projected Changes at the One Stops (Julie Piano)**

There are proposed major changes in the operations flow of the One Stop Centers.

At the center are in the redefining the roles and responsibilities of key partners. A copy of the proposed ‘One Stop Operations Future State’ flow was distributed to the members.

Middlesex was scheduled for the Career Connections roll out presentation from the state on April 27, 2016. Career Connections is the new NJLWD’s digital platform for job seekers and staff.

The following NJ SETC Policy Resolutions were discussed and shared with members of the committee:

- 1) Policy Resolution: SETC #2016-05  
SUBJECT: College and Career Readiness Standards for Adult Education
- 2) Policy Resolution: SETC #2016-06  
SUBJECT: New Jersey's Definition for Employment First
- 3) Policy Resolution: SETC #2016-08  
SUBJECT: Relationship between the SETC and State Rehabilitation Councils (SRCs) for both the Division of Vocational Rehabilitation Services (DVRS) and Commission for the Blind and Visually Impaired (CBVI)
- 4) Policy Resolution: SETC #2016-11  
SUBJECT: Industry-Valued Credential

**c) Workforce Development Board Prisoner Re-entry Ad-hoc Committee**

- Middlesex County Workforce Development Board members assembled a Prisoner Re-entry Ad-hoc Committee to look specifically at the issue of employing individuals coming out from both the local jails and the state prisons. Freeholder H. James Polos put together a Re-Entry Committee 18 months ago to provide services for men and women for housing and social services.
- The committee will meet on a monthly basis.
- Middlesex is the second highest number of prisoners coming out of the prison every year.

**d) Update on the MC Office of Workforce Development Programs/ Funding**

- The Youth Program was re-integrated into the Operations side of the MCOWD. The Operations Unit is now responsible for all WIOA Title 1 programs which includes Adults, Dislocated Workers and Youth. Work First NJ and Workforce Learning Link are also under the Operations Unit.
- There were 373 Individual Training Accounts (ITA's) as of 2/28/16.

- Due to lack of expected additional funding for the Learning Link, one class was eliminated. The required level of service is for one hundred sixty four 164 clients. There were two hundred two (202) students enrolled as of 2/28/16 and this brings the expected level of service to 220%.

### III. **Literacy/ High School Equivalency – Phyllis Boulanger**

- There are 24 HSE graduates as of March 31, 2016.
- The HSE Exam NB ALC and Perth Amboy Education Center is TASC from McGraw Hill. The NB BOE ALC now switched to computerized testing. There are no longer paper and pencil HSE testing at the ALC.
- English/Spanish testing is twice a month from 1:00 pm – 6:00 pm and make up exams are from 9:00 am – 2:00 pm.

### IV. **Work First NJ Update – John Ross/Jean Zvingli**

John Ross discussed the Mid-Year report of the Middlesex County Work First New Jersey Program for Program Year 2015.

#### a) **TANF**

Referrals and enrollments have decreased and placement rates have increased

#### b) **GA**

Referrals and enrollments have slightly increased and placement rates has slightly decreased

#### c) **SNAP**

Referrals and enrollments have increased slightly but are expected to significantly increase in 2016 and placement rate is slightly lower at the mid-year point.

#### d) **Program Monitoring of WFNJ Agreements**

New Brunswick Adult Learning Center, Middlesex County College and T&L One LLC which provides transportation services have been reviewed. Reports have been distributed and Corrective Action Plans have been required where there were cited deficiencies. These responses and completion of issues are expected no later than 4/15/16.

#### e) **Invitations to Provide Services for PY-2016**

Proposals will be sought for the next Program Year which begins on July 1, 2016. It is expected that Proposals will be received on or about May 1, 2016.

#### f) **Able Bodied Adults without Dependents (ABAWDs)**

- ABAWDs recipients who are between the ages of 18-50, and have no children living in the household, to be classified and considered ABAWDs. They are required to work at least 20 hours a week. The number of Middlesex County residents that will be identified as ABAWDs is unknown at the present time but may be as high as an estimated 550 to

- 600 participants.
- Middlesex County College developed a Work Readiness Program that will provide ten (10) hours a week of classroom instruction split between occupational and literacy skills that will commence on May 3, 2016 and will accommodate 50 ABAWD participants. In addition, the College will monitor independent job search programs for ten (10) hours a week.
- g) Copy of report was distributed to all members.

## **V. Update from Collaborative Members**

### **➤ Roni Salkin**

Jewish Family Vocational Services of Middlesex County and Allied Barton Security Services will have a Job Fair on Thursday, April 14, 2016 from 10:00 am – 12:00 pm located at 32 Ford Avenue Second Floor, Milltown, NJ. Flyers were distributed and emailed to all members.

### **➤ Ingrid Coutinho**

Edison Job Corps will have a Community Relations Luncheon on Thursday, May 12<sup>th</sup> from 11:00 am – 1:00 pm located at 500 Plainfield Avenue, Edison, NJ. Flyers were emailed to all members.

### **➤ Sharon Hartman**

Brookdale Community College will have a Job Fair on April 1, 2016 from 10:00 am – 1:00 pm located at 765 Newman Springs Road Collins Arena, Lincroft, NJ.

### **➤ Janice Fishbein**

JFK will have a 33<sup>rd</sup> Annual Career Options Day on Friday, April 15, 2016 from 8:30 am – 1:00 pm located at 70 James Street, Edison, NJ. Flyers were distributed and emailed to all members.

### **➤ Roseann Bucciarelli**

Middlesex County College has information sessions on Manufacturing Supply Chain for dislocated and incumbent workers. Trade Adjustment Assistance Community College Career Training (TAACCCT) Grant is funded by the USDOL for occupational training in the healthcare sector for CNA and Patient Care.

## **VI. Other Business**

### **➤ Kevin Kurdziel**

- Commended John Ross and Middlesex County Board of Social Services for working together so well even during difficult situations.
- Middlesex County Job Fair will be on Thursday, May 12, 2016 from 10am – 1pm at Middlesex County College, Physical Education Center, Parking Lot 2 or 4, 2600 Woodbridge Avenue, Edison, and NJ.08818. Sixty (60) employers are anticipated to attend..

### **➤ Julie Piano**

NJ Unemployment Rate moved from 4.5 percent in January to 4.3 percent in February, 2016.

## **VII. Adjournment**

There being no further business, the meeting was adjourned at 2:35 PM.

### **Information/ Handout Distributed to Members**

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|-------------------|---|
| ➤ Ingrid Coutinho | Flyer - Edison Job Corps                                      |
| ➤ Janice Fishbein | Flyer - JFK Johnson Rehabilitation Institute                  |
| ➤ Julie Piano     | SETC Policy Resolutions/Delivery of Services WIOA Chart       |
| ➤ John Ross       | WFNJ Mid-Year Report  |
| ➤ Roni Salkin     | Flyer - Jewish Family Vocational Services of Middlesex County |

**NEXT MEETING: Thursday, June 23, 2016 – 1:30 pm  
550 Jersey Avenue, NJ 08901**